

GOVERNOR (1977-1985 : MATHESON) [446]

OUTGOING CORRESPONDENCE, 1976-1985.

12 cu. ft. and pending microfilm

DESCRIPTION: This series contains outgoing correspondence, intra-office memoranda and state-wide memoranda from Governor Matheson and his office staff to constituents, state and local governmental offices, and organizations within and outside of Utah. The correspondence reflects the Governor's position on a variety of issues as well as general administrative tasks of the Governor's staff. Some of the correspondence is written by Governor Matheson in his capacity as chairman of the Western Governors' Policy Office (WESTPO), and as chairman of the National Governors' Association's Subcommittee on Water Management. A significant portion of the correspondence was generated by Kent Briggs, the Governor's Administrative Assistant for State/Federal Affairs, and later the State Planning Coordinator and chairman of the MX Task Force. The files in this series may have served as duplicate records of correspondence found in other series, created for the effective management of the duties of the Governor's office; it is uncertain how much of the correspondence in this series is unique and how much is duplicated in other series containing Matheson's correspondence. This series includes a small amount of incoming correspondence, filed with its related outgoing correspondence.

This series contains correspondence regarding board and commission appointments, declined invitations, "thank-you's" for invitations, transportation/highway issues, Interstate 15, air pollution, energy conservation, sales tax, food tax, taxes in general, flooding, water projects (including the Central Utah Project), the film "Life of Brian", the state and federal budget, affirmative action, the Equal Rights Amendment, the death penalty, Weteye nerve gas bombs, MX missiles, nuclear testing, nuclear waste, wilderness designations, the Sagebrush Rebellion, Project BOLD, and other land management issues.

Besides Governor Matheson and Kent Briggs, additional staff members responsible for generating correspondence in this series include Beth Jarman, Administrative Assistant for

Constituent Services (early 1977); Dolly Young, Administrative Assistant for Constituent Services (1977); Emilie Charles, Administrative Assistant for Constituent Affairs (1981), Administrative Assistant for Legislative and Community Issues (1982), and Administrative Assistant for Human Resources and Legislation (1982); Michael A. Youngren, Administrative Assistant for Media Relations (1977); Maggie Wilde, Press Secretary (1978); Alene Bentley, Press Secretary (1981); Micheal Graham, Executive Assistant; Jo Lee Norris, Scheduler Coordinator (1977); Nancy Adamson, Scheduling Coordinator (1981); Carole Hamlett, Executive Secretary (1977); Ken Olson, MX Coordinator for Utah (1981); various Administrative Assistants for Community Relations; and various administrative aides. The dates shown above in parenthesis are the first dates found for correspondence generated by that person with that title.

ARRANGEMENT: This series is arranged chronologically by day.

RELATED RECORDS: It is uncertain as to whether duplicates of the correspondence in this series may be found in other correspondence series - researchers may wish to consult Series 1601, CONSTITUENT CORRESPONDENCE, for incoming and outgoing correspondence regarding the concerns of constituents; Series 4468, CORRESPONDENCE, for incoming and outgoing correspondence concerning various in- and out-of-state individuals and organizations; Series 4530, FEDERAL CORRESPONDENCE, for more complete correspondence between the Governor's office and federal offices and agencies; Series 4532, STATE AGENCY CORRESPONDENCE, for additional correspondence to and from Utah State agencies; and Series 4527, INTERSTATE ASSOCIATION AND COMMISSION RECORDS, for additional materials relating to the National Governors' Association, the Western Governors' Policy Office, and other interstate associations in which the Governor was involved. Researchers may also wish to refer to Series 19161, NATURAL RESOURCES WORKING FILES; Series 1646, MX MISSILE RECORDS; Series 19410, WETEYE NERVE GAS BOMB RECORDS; and Series 4470, RADIATION RECORDS, for additional records on various topics touched upon by the correspondence in this series.

PROCESSING NOTE: This series will be microfilmed and the hard copy will be kept because of the intrinsic value of the papers. It was processed by Kira Robertson in January 2002.

PREFERRED CITATION: Cite the Utah State Archives and Records Service, the creating agency name, the series title, and the series number.

GAPS: Minimal correspondence is found in this series for the period from July to September of 1982.

CONTAINER LIST

Reel	Box	Folder	Description
pending	1	1	1976, Dec
pending	1	2	1977, Jan 3-17
pending	1	3	1977, Jan 18-31
pending	1	4	1977, Feb 1-4
pending	1	5	1977, Feb 7-11
pending	1	6	1977, Feb 12-17
pending	1	7	1977, Feb 18-23
pending	1	8	1977, Feb 24-28
pending	1	9	1977, Mar 1-7
pending	1	10	1977, Mar 8-15
pending	1	11	1977, Mar 16-24
pending	1	12	1977, Mar 25-31
pending	1	13	1977, Apr 1-12
pending	1	14	1977, Apr 13-25
pending	1	15	1977, Apr 26-29
pending	1	16	1977, May 2-13
pending	1	17	1977, May 16-24
pending	1	18	1977, May 25-31
pending	2	1	1977, Jun 1-9
pending	2	2	1977, Jun 10-30
pending	2	3	1977, Jul 1-12
pending	2	4	1977, Jul 13-26
pending	2	5	1977, Jul 27-29
pending	2	6	1977, Aug 1-12
pending	2	7	1977, Aug 15-24
pending	2	8	1977, Aug 25-31
pending	2	9	1977, Sep 1-17
pending	2	10	1977, Sep 19-30
pending	2	11	1977, Oct 3-12
pending	2	12	1977, Oct 13-26
pending	2	13	1977, Oct 27-31
pending	2	14	1977, Nov 1-11
pending	2	15	1977, Nov 14-30
pending	2	16	1977, Dec 1-19
pending	2	17	1977, Dec 20-31
pending	3	1	1978, Jan 3-16
pending	3	2	1978, Jan 17-26
pending	3	3	1978, Jan 27-31
pending	3	4	1978, Feb 1-7
pending	3	5	1978, Feb 8-15
pending	3	6	1978, Feb 16-28
pending	3	7	1978, Mar 1-13
pending	3	8	1978, Mar 14-28
pending	3	9	1978, Mar 29-31
pending	3	10	1978, Apr 3-12

Reel	Box	Folder	Description
pending	3	11	1978, Apr 13-27
pending	3	12	1978, May 1-11
pending	3	13	1978, May 12-25
pending	3	14	1978, May 26-31
pending	3	15	1978, Jun 1-19
pending	3	16	1978, Jun 20-30
pending	3	17	1978, Jul 2-17
pending	3	18	1978, Jul 18-31
pending	3	19	1978, Aug 1-18
pending	4	1	1978, Aug 21-31
pending	4	2	1978, Sep 1-20
pending	4	3	1978, Sep 21-29
pending	4	4	1978, Oct 3-18
pending	4	5	1978, Oct 19-31
pending	4	6	1978, Nov 1-17
pending	4	7	1978, Nov 20-30
pending	4	8	1978, Dec
pending	4	9	1979, Jan 1-15
pending	4	10	1979, Jan 16-31
pending	4	11	1979, Feb 1-14
pending	4	12	1979, Feb 15-28
pending	4	13	1979, Mar 1-14
pending	4	14	1979, Mar 15-30
pending	4	15	1979, Apr 2-17
pending	4	16	1979, Apr 18-30
pending	4	17	1979, May 1-10
pending	5	1	1979, May 11-18
pending	5	2	1979, May 21-30
pending	5	3	1979, Jun 4-14
pending	5	4	1979, Jun 15-29
pending	5	5	1979, Jul
pending	5	6	1979, Aug 1-17
pending	5	7	1979, Aug 20-31
pending	5	8	1979, Sep 3-12
pending	5	9	1979, Sep 13-21
pending	5	10	1979, Sep 24-29
pending	5	11	1979, Oct 1-4
pending	5	12	1979, Oct 5-24
pending	5	13	1979, Oct 25-31
pending	5	14	1979, Nov 1-14
pending	5	15	1979, Nov 15-30
pending	5	16	1979, Dec 3-12
pending	5	17	1979, Dec 13-24
pending	5	18	1979, Dec 26-31
pending	6	1	1980, Jan 2-11
pending	6	2	1980, Jan 14-19
pending	6	3	1980, Jan 21-28
pending	6	4	1980, Jan 29-31

Reel	Box	Folder	Description
pending	6	5	1980, Feb 1-15
pending	6	6	1980, Feb 18-29
pending	6	7	1980, Mar 3-12
pending	6	8	1980, Mar 13-25
pending	6	9	1980, Mar 26-31
pending	6	10	1980, Apr 1-14
pending	6	11	1980, Apr 15-30
pending	6	12	1980, May 1-13
pending	6	13	1980, May 14-30
pending	6	14	1980, Jun 1-13
pending	6	15	1980, Jun 16-30
pending	6	16	1980, Jul 1-15
pending	6	17	1980, Jul 16-31
pending	6	18	1980, Aug 1-13
pending	7	1	1980, Aug 14-29
pending	7	2	1980, Sep 2-17
pending	7	3	1980, Sep 18-30
pending	7	4	1980, Oct 1-17
pending	7	5	1980, Oct 20-31
pending	7	6	1980, Nov
pending	7	7	1980, Dec 1-17
pending	7	8	1980, Dec 18-31
pending	7	9	1981, Jan 2-22
pending	7	10	1981, Jan 23-31
pending	7	11	1981, Feb 2-17
pending	7	12	1981, Feb 18-27
pending	7	13	1981, Mar 2-12
pending	7	14	1981, Mar 13-31
pending	7	15	1981, Apr 1-13
pending	7	16	1981, Apr 14-23
pending	7	17	1981, Apr 24-30
pending	8	1	1981, May
pending	8	2	1981, Jun 1-12
pending	8	3	1981, Jun 15-24
pending	8	4	1981, Jun 25-30
pending	8	5	1981, Jul 1-13
pending	8	6	1981, Jul 14-21
pending	8	7	1981, Jul 22-31
pending	8	8	1981, Aug 3-21
pending	8	9	1981, Aug 24-31
pending	8	10	1981, Sep 1-11
pending	8	11	1981, Sep 14-25
pending	8	12	1981, Sep 28-30
pending	8	13	1981, Oct 1-14
pending	8	14	1981, Oct 15-30
pending	8	15	1981, Nov 2-17
pending	8	16	1981, Nov 18-30
pending	8	17	1981, Dec 1-10

Reel	Box	Folder	Description
pending	8	18	1981, Dec 11-31
pending	9	1	1982, Jan 4-18
pending	9	2	1982, Jan 19-29
pending	9	3	1982, Feb 1-22
pending	9	4	1982, Feb 23-27
pending	9	5	1982, Mar 1-12
pending	9	6	1982, Mar 15-24
pending	9	7	1982, Mar 25-31
pending	9	8	1982, Apr 1-13
pending	9	9	1982, Apr 14-26
pending	9	10	1982, Apr 27-30
pending	9	11	1982, May 3-20
pending	9	12	1982, May 21-28
pending	9	13	1982, Jun 1-21
pending	9	14	1982, Jun 22-30
pending	9	15	1982, Jul-Sep
pending	9	16	1982, Oct 1-15
pending	9	17	1982, Oct 18-29
pending	9	18	1982, Nov
pending	9	19	1982, Dec 1-14
pending	9	20	1982, Dec 15-31
pending	10	1	1983, Jan 4-19
pending	10	2	1983, Jan 20-31
pending	10	3	1983, Feb 1-14
pending	10	4	1983, Feb 15-28
pending	10	5	1983, Mar 1-14
pending	10	6	1983, Mar 15-31
pending	10	7	1983, Apr 1-12
pending	10	8	1983, Apr 13-21
pending	10	9	1983, Apr 22-29
pending	10	10	1983, May 1-12
pending	10	11	1983, May 13-26
pending	10	12	1983, May 27-31
pending	10	13	1983, Jun 1-10
pending	10	14	1983, Jun 13-30
pending	10	15	1983, Jul 1-21
pending	10	16	1983, Jul 22-29
pending	10	17	1983, Aug 1-16
pending	10	18	1983, Aug 17-31
pending	11	1	1983, Sep 1-19
pending	11	2	1983, Sep 20-30
pending	11	3	1983, Oct 3-18
pending	11	4	1983, Oct 19-31
pending	11	5	1983, Nov
pending	11	6	1983, Dec 1-19
pending	11	7	1983, Dec 20-31
pending	11	8	1984, Jan 3-19
pending	11	9	1984, Jan 20-31

Reel	Box	Folder	Description
pending	11	10	1984, Feb 1-17
pending	11	11	1984, Feb 21-29
pending	11	12	1984, Mar 1-9
pending	11	13	1984, Mar 21-30
pending	11	14	1984, Apr 2-19
pending	11	15	1984, Apr 20-30
pending	11	16	1984, May 1-18
pending	11	17	1984, May 19-25
pending	12	1	1984, Jun
pending	12	2	1984, Jul 2-19
pending	12	3	1984, Jul 20-31
pending	12	4	1984, Aug
pending	12	5	1984, Sep
pending	12	6	1984, Oct
pending	12	7	1984, Nov
pending	12	8	1984, Dec
pending	12	9	1985, Jan 2-3
pending	12	10	1985, Jan 4
pending	12	11	1985, Jan 5-6